

Request for Birth Record

Town Clerk
14 Court Square
Greenfield, MA 01301
Telephone: (413) 772-1555
Fax: (413) 772-1542
Email: townclerk@townofgreenfield.org

Office Hours: Monday through Friday: 8:30 a.m. - 5:00p.m.

REQUEST FOR BIRTH RECORD

Please type or print the following information when requesting a birth certificate:

Name at time of birth: _____

Date of birth: _____

Place of birth: _____

Maiden name of mother: _____

Father's name: _____

Name of person making request: _____

Relationship to person on birth record: _____

Mailing Address: _____

SIGNATURE OF APPLICANT

TELEPHONE NUMBER

FEE FOR BIRTH CERTIFICATES

- The fee for a certified copy is \$10.00 per copy.
- Make check or money order payable to the Town of Greenfield.
- **Enclose a self-addressed stamped envelope.**

If the parents were not married at the time of birth of a child or a father was not listed, the record is only available to those persons listed on the birth certificate after proof of identification. Mail in requests for these records should include a photocopy of a driver's license or similar identification.

If a person was born in Greenfield or in another community in the State and their parents resided in Greenfield, a certified copy can be obtained through the Greenfield Town Clerk's Office in most instances.